



Received: _____ Project # _____ ___ Pre-App ___ Final App

(**Applicant:** Please include this cover page, which IMEA will complete.)

ILLINOIS MUNICIPAL ELECTRIC AGENCY ELECTRIC EFFICIENCY PROGRAM

INCENTIVES FOR IMEA MEMBER MUNICIPALITIES

Municipally Managed Advanced Thermostat Residential Program

May 2024

NOTE: IMEA Member Municipalities use this application to establish a municipally managed residential advanced thermostat program.

**Program Year FY 2024-25
May 1, 2024 – April 15, 2025**

Program Contact:

Rodd Whelpley
Program & Communications Administrator
Illinois Municipal Electric Agency
3400 Conifer Drive
Springfield, IL 62711
Ph: 217-789-4632 or 800-243-4632
FAX: 217-789-4642
rwhelpley@imea.org

DEEMED SAVINGS PER HOME:	
Gas Heat w/ Electric CAC - Unknown Baseline	211.57
Peak	0.12

HOW THE IMEA INCENTIVE REBATE PROGRAM OPERATES FOR MUNICIPALLY MANAGED RESIDENTIAL ADVANCED THERMOSTAT PROGRAMS

1. ***IMEA Member Municipal Utilities use this application to set aside a specific amount of their IMEA Electric Efficiency Program Funding for a locally administered residential advanced thermostat program.***

The State Technical Reference Manual (TRM) for Electric Efficiency Programs [Version 12.0, Vol. 3](#), Section 5.3.16 describes a Residential Advanced Thermostat Program as one in which a resident replaces “a manual-only or programmable thermostat, with one that has the default enabled capability—or the capability to automatically—establish a schedule of temperature setpoints according to driving device inputs above and beyond basic time and temperature data of conventional programmable thermostats. As summarized in the description, this category of products and services is broad and rapidly advancing in regard to their capability, usability, and sophistication, but at a minimum must be capable of two-way communication and exceed the typical performance of manual and conventional programmable thermostats.”

According to the TRM: “This measure characterizes the household energy savings from the installation of a new thermostat(s) for reduced heating and cooling consumption through a configurable schedule of temperature setpoints (like a programmable thermostat) and automatic variations to that schedule to better match HVAC system runtimes to meet occupant comfort needs. These schedules may be defaults, established through user interaction, and be changed manually at the device or remotely through a web or mobile app. Automatic variations to that schedule could be driven by local sensors and software algorithms, and/or through connectivity to an internet software service. Data triggers to automatic schedule changes might include, for example: occupancy/activity detection, arrival & departure of conditioned spaces, optimization based on historical or population-specific trends, weather data and forecasts.⁶²⁸ This class of products and services are relatively new, diverse, and rapidly changing. Generally, the savings expected for this measure aren’t yet established at the level of individual features, but rather at the system level and how it performs overall. Like programmable thermostats, it is not suitable to assume that heating and cooling savings follow a similar pattern of usage and savings opportunity, and so here too this measure treats these savings independently. Note that this is an active area of ongoing work to better map features to savings value, and establish standards of performance measurement based on field data so that a standard of efficiency can be developed.”

“Since energy savings are applicable at the household level, savings should only be claimed for one thermostat of any type (i.e., one programmable thermostat or one advanced thermostat), and installation of multiple thermostats per home does not accrue additional savings.”

Popular examples of Advanced Thermostat products include NEST and Ecobee products.

2. ***IMEA reviews the pre-application and, when all is in order and acceptable, issues a Notice to Proceed***, which sets aside an amount of the Member’s IMEA Electric Efficiency Program Funding as a reimbursement for incentives that the city makes to residents who replace existing thermostats with acceptable advanced thermostat models.

3. ***The city creates and manages the advanced thermostat program for its qualified customers.***
Specifically, the municipality:

- Creates and accepts application forms, advertises the program to residents, administers the program and tracks program uptake. **NOTE:** The city is responsible for assuring that that the total amount paid as incentives to customers does not exceed the amount authorized by IMEA in the Notice to Proceed that results from the project pre-application. (The city's advanced thermostat program either must end once all the allocated funds are distributed or the city can amend its pre-application to set aside more of its electric efficiency funds for the advanced thermostat program.)
- Takes in applications from its qualified customers and approves or rejects them.
- As part of the approval process, the city verifies the purchase and installation of qualified advanced thermostats at qualified city residences.

4. ***The city keeps data, in the form of a spread sheet, that includes:***

- The name of the resident.
- The qualified location.
- The make of the advanced thermostat.
- The model number of the advanced thermostat.
- The installation date of the advanced thermostat.
- The purchase price of the advanced thermostat(s).
- The number of advanced thermostats installed per location.
- The amount of the incentive paid to the applicant.
- The method of the incentive paid (e.g., check or bill credit).
- The date the incentive was paid.

The city keeps this information ready to include with the Final (or no more than quarterly) applications to the IMEA for reimbursement of incentives the city has paid to participating customers.

The city should also retain copies of customer receipts for the purchase of the advanced thermostats (although IMEA does not foresee ever requesting these from the city).

5. ***The city incentivizes the qualified customers:*** The IMEA-approved incentive level is \$50 per unit. Incentives may be made to the qualified customers via a check from the city or via a credit on the applicant's utility bill. **NOTE:** Under this program IMEA will not make checks to retail customers. Incentives to qualified retail customers are the sole responsibility of the city.)

6. ***The city applies for a final (or periodic) incentive reimbursement from IMEA:*** The city may elect to make an application for funds from IMEA either:

- a) When all funds set aside for the advanced thermostat program have been distributed to qualified customers, or
- b) On a periodic (but no more than quarterly) basis, as agreed to by the city and IMEA.

To make a final application for funds from IMEA, the city sends a memo to Rodd Whelpley (rwhelpley@imea.org) that includes:

- A request for reimbursement to the city from IMEA and the total amount requested.
- The number of incentivized advanced thermostat units for which the city is requesting reimbursement.
- The number of households in which the advanced thermostats were installed.
- A spreadsheet containing (at least) the data points listed in item 4 above.

NOTE: If the city elects to collect funds from IMEA on a periodic basis, then, likely only part of the funds set aside by the Notice to Proceed will be paid out in a single period. However, at each period, IMEA and the city will track the total amount of incentives IMEA has paid to the city over the course of the periods thus far and how much of the allocated incentive amount (as reflected in the program's Notice to Proceed) remains to be used by the city. In total, IMEA will not pay out an amount that is greater than the Notice to Proceed for this project. (The city's advanced thermostat program either must end once all the allocated funds are distributed to qualified customers or the city can amend its pre-application to set aside more of its electric efficiency funds for the advanced thermostat program.)

7. ***IMEA reviews the final (or periodic) incentive request, resolves any issues and pays the city.*** IMEA deems savings on this measure at **211.57 kWh** annually per household or qualified small C/I facility installed and savings at time of city peak of **0.12kW** per household or qualified small C/I facility installed.

**ILLINOIS MUNICIPAL ELECTRIC AGENCY ELECTRIC EFFICIENCY PROGRAM
APPLICATION CHECKLISTS – MUNICIPALLY MANAGED RESIDENTIAL ADVANCED
THERMOSTAT PROGRAM**

Pre-Approval Application Checklist

Pre-Approval Application must include:

- Completed Pre-Approval Application – the cover page and pages 5-8 of this application. (Found at <https://www.imea.org/EE%20Incentives.asp>.)
- Ancillary materials listed on page 8 item 2 of this application.

To Submit a Pre-Application

1. Gather materials listed above.
2. E-mail them to Rodd Whelpley at rwhelpley@imea.org.

If you have questions, e-mail Rodd Whelpley or call 217-789-4632.

Final Application Checklist

Final Application must include:

- A memo that includes: a) request for reimbursement to the city from IMEA and the total amount requested; b) the number of incentivized advanced thermostat units for which the city is requesting reimbursement; c) the number of households in which the advanced thermostats were installed
- A spread sheet that includes (at least) the following data fields for each advanced thermostat unit:
 - The name of the customer.
 - The qualified location.
 - The make of the advanced thermostat
 - The model number of the advanced thermostat.
 - The installation date of the advanced thermostat.
 - The purchase price of the advanced thermostat(s).
 - The number of advanced thermostats installed per location.
 - The amount of the incentive paid.
 - The method of the incentive paid (e.g., check or bill credit).
 - The date the incentive was paid.

To Submit a Final Application

1. Gather materials listed above and/or see any special instructions sent to you with your Notice to Proceed.
2. E-mail final application (or periodic payment) materials to Rodd Whelpley at rwhelpley@imea.org.

If you have questions, e-mail Rodd Whelpley or call 217-789-4632.

APPLICANT AND PROJECT INFORMATION

Check one: **Pre-approval** **Final Application**

Name of Applicant – IMEA Member Municipality	
Proposed Start Date:	Planned Completion Date:
Project Manager:	
Telephone #:	Email Address:
<p style="text-align: center;">Total IMEA Electric Efficiency Incentive Requested</p> <p>\$ _____</p> <p style="color: red; font-weight: bold;">The incentive should equal \$50 per advanced thermostat. For example if you intend to incentivize 100 units over the life of your program, then you would ask for a \$5,000 incentive.</p>	<p style="text-align: center;">Incentive Payment Schedule Requested</p> <p>The municipality will make applications for incentive payments (check one):</p> <p><input type="checkbox"/> When the program is finished</p> <p><input type="checkbox"/> On a semi-annual basis, on or about the following dates: _____ _____</p> <p><input type="checkbox"/> On a quarterly basis, on or about the following dates: _____ _____ _____ _____</p>

APPLICANT CERTIFICATIONS

NOTE: If this project is approved and completed, then IMEA will send an Automated Clearing House (ACH) Payment Authorization Form to the applicant listed on this page. The incentive will be deposited into the account specified on the ACH form.

Applicant hereby certifies and understands that:

- The project site receives wholesale electric service from IMEA or electric delivery service from an IMEA member municipal electric system.
- All authorizations required to perform the project described in this application have either been obtained or will be obtained no later than 90 days following the project beginning date set forth in the Notice to Proceed Letter issued by the IMEA.
- It has not been barred from contracting with a unit of state or local government as a result of a violation of Section 33E-3 or 33E-4 of the Criminal Code of 1961 (720 ILCS 5/33 E-3 and 5/33 E-4).
- The Illinois Prevailing Wage Act (820 ILCS 130/0.01) may apply and that rebate incentive recipients are responsible for determining if their projects will trigger compliance.
- As of the submittal date, the information provided in its application is accurate, and the individuals signing below are authorized to submit this application.
- Replaced equipment will be disposed of – not placed in storage.
- The applicant, by accepting an incentive for this electric efficiency project, acknowledges and agrees that any rights or abilities arising from kW savings that result from the execution of this project and that may be bid or sold into a Regional Transmission Operator market as energy efficiency or demand response or otherwise shall belong solely to IMEA.

Authorized Official (signature*)

Telephone

Typed/Printed Name

Fax

Title

Date

Authorized Signature Address

Authorized Signature City, 9 Digit Zip (find 9-Digit Zip at <http://zip4.usps.com/zip4/welcome.jsp>)

Authorized Signature E-mail Address

*Electronic signatures not acceptable. Please supply Certifications (this page) with original signature via mail, fax or electronically (scanned document)

NARRATIVE DESCRIPTION OF THE PROJECT AND ADDITIONAL REQUIRED MATERIALS

- 1. In the space below (or as a separate attachment) please provide a short narrative of how your residential advanced thermostat program will work.**

- 2. Include with your pre-application to IMEA:**

- a) The application your residents will use to receive an incentive from the city. **This is REQUIRED.** (See appendix A for an example.)
- b) A copy of the content of – or a link to – your residential advanced thermostat program’s Web page. *This is useful, but optional.*
- c) Any other ancillary materials that advertise or explain your advanced thermostat program. *This is useful, but optional.*

